**SBLT: November Meeting Minutes**

**Meeting time:** 11/4/24 10:00 a.m.

**Meeting place:** Media center

Minutes

1**. Positive news/praise to share**

Fall Festival was amazing. We had great family participation.

Teachers will have a duty free lunch 11/22/2024.

The Teacher Supply Drive will start 11/18-20/2024

There was a good turnout of teachers and parents at the GCS Magnet Fair

We held parent-led Magnet Program tours and will host the next

**2. Review/approval of last month’s minutes**-Burton reviewed minutes; team approved

**3. Coaching comments**-Peace-Perry reviewed last coaching comments and informed the team about the Final draft and the next step (approval by school board).

**4. Goal team updates-**team reviewed the Action Report then broke into Goal teams to monitor. Updates were sent to the Process Manager to update each indicator

5. **Title One Budget (Title One $500 reallocation)**-$500 previously allocated to instructional supplies will be moved to Parent Engagement

**6. Mrs. Laws, AIG-**updated the team on topics: Student Support plans for 3rd grade, 2nd grade nurture group and upcoming Cogat administration dates. Testing Jan 14-16, 2025 and makeup dates Jan. 17-24, 2025. We will upload the newsletter link for grade level updates. [Click to view TAG newsletter and minutes](https://acrobat.adobe.com/id/urn:aaid:sc:US:5a59656a-7f8a-4e2a-8a57-4f68106f6f79)

**7. Mrs. Klawitter, media center-**Book Fair Dec. 206, 2024. Book Fair inventory will be different this year due to storm damage. The Greensboro Bar Association will give a $10 voucher to each K-5 student to purchase books. Ms. Wilson will visit classes during the Media rotations. K-1 students will get a revised wish list to take home to families.

8. Mrs. Peace-Perry, MTSS updates-reviewed the Tier II Behavior referral documents team requested a place to upload data and other supporting documents. Teacher will receive a paper copy to use as a guide and submit online.

9. Team member concerns

* Kinder
  + -AC unit repairs-no date provided a this time
  + Refill soap and paper towels-Dr. B has spoken to the custodial staff regarding
* Curriculum
  + PLC agendas should include data analysis (UFLI,exit tickets, pre-tests, weekly data
* TA
  + Sra. Perez will discuss the payroll concern with our payroll specialist, Esther Beyers
* Dr. Buchanan
  + Teachers should schedule communal restroom breaks for class. It was suggested that upper grades use a bathroom/hallway log to monitor how often students are going out for water or a restroom. Please note that excessive breaks may be a task avoidance tactic used by some of our students.
  + Students are seen in the hallway multiple time a day
* MTSS
  + Please limit noise levels in the hallways. Students are yelling and horseplaying in hallways during transitions, which interrupts classes. Often teachers are with the students-please review school-wide expectations for common areas (hallway, restrooms, and cafeteria)
  + Mrs. Peace-Perry reviewed the draft of the new Jones Elementary Tier II referral form. Teachers should use the form as a data collection tool to assist the support team in developing appropriate interventions. The team suggested an option to upload documents into the form. Staff will receive a hard copy to view before they upload information into the google drive.
* Specialists
  + Please pick up students on time from specials. Dr. Buchanan suggested that teachers set a timer and use the restroom before you come to PLC, not after.
  + If you have to use the restroom during class time, you may call the office for coverage.